

SPALDING HIGH SCHOOL



PROVIDER ACCESS POLICY

HEADMISTRESS:	Mrs M K ANDERSON
SCHOOL CAREERS LEADER:	Mrs D BUSHELL
SCHOOL CAREERS COORDINATORS:	Mrs L O'BRIEN (KS3&4) Mrs D BUSHELL (KS5)
LINK GOVERNOR:	MS A BAILEY
DATE AGREED:	January 2023
REVIEW FREQUENCY:	ANNUALLY

Executive Summary:

This policy statement sets out the school's arrangement for managing the access of providers to pupils at the school for the purpose of giving them information about a wide range of progression routes post 16 and post 18. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Related Policies:

Careers Education Policy
Child Protection
Confidentiality
Equal Opportunities/Inclusion
PSHCE and Citizenship
Assessment, recording and reporting

Chair of Governors

Date

Headmistress

Date

Pupil entitlement

All pupils in Years 8 to 13 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the ‘first key phase’ (Years 8 to 9) and two encounters for pupils during the ‘second key phase’ (Years 10 to 11). For pupils in the ‘third key phase’ (Years 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider)
- answer questions from pupils.

Meaningful provider encounters

One encounter is defined as one meeting/session between pupils and one provider.

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

- Stamford College
- University Academy Holbeach
- Steadfast Training, Spalding
- Boston College
- Employers providing apprenticeships
- Universities

Destinations of our pupils – please see the Careers Education section of the website.

Management of provider access requests

Procedure

A provider wishing to request access should contact:

Dawn Bushell – Careers Leader – dawn.bushell@spaldinghigh.lincs.sch.uk

Tel: 01775 722110

Opportunities for access

The school offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

	Autumn Term	Spring Term	Summer Term
Year 8		<ul style="list-style-type: none">• Post 16 Apprenticeships assembly – local college	Careers Fair – variety of HE/FE & employers
Year 9	<ul style="list-style-type: none">• PSCHE session with local school/college about technical/vocational routes post 16• Careers presentations from a range of employers & providers	<ul style="list-style-type: none">• Post 16 Apprenticeships assembly – local training provider• Careers presentations from a range of employers & providers	<ul style="list-style-type: none">• Careers Fair – variety of HE/FE & employers• Careers presentations from a range of employers & providers
Year 10	<ul style="list-style-type: none">• PSCHE session with local school/college about technical/vocational routes post 16• Careers presentations from a range of employers & providers	<ul style="list-style-type: none">• Post 16 Apprenticeships assembly – local training provider• Careers presentations from a range of employers & providers	<ul style="list-style-type: none">• 1:1 Careers guidance appointments with careers adviser• Careers Fair – variety of HE/FE & employers• Futures Day – Range of employers/employees, DWP & other providers• Careers presentations from a range of employers & providers

Year 11	<ul style="list-style-type: none"> • PSCHE session with local school/college about technical/vocational routes post 16 • 1:1 Careers guidance appointments with careers adviser • Post 16 provider open evenings • Careers presentations from a range of employers & providers 	<ul style="list-style-type: none"> • Post 16 Apprenticeships assembly – local training provider • Careers presentations from a range of employers & providers 	<ul style="list-style-type: none"> • Careers Fair – variety of HE/FE & employers • Confirmation of Post 16 education and training destinations for all pupils
Year 12	<ul style="list-style-type: none"> • Careers presentations from a range of employers & providers 	<ul style="list-style-type: none"> • Post 18 Apprenticeships assembly – local training provider • Careers presentations from a range of employers & providers 	<ul style="list-style-type: none"> • Planning Day – Apprenticeship training • Careers Fair – variety of HE/FE & employers • Careers presentations from a range of employers & providers
Year 13	<ul style="list-style-type: none"> • 1:1 Careers guidance appointments with careers adviser • Careers presentations from a range of employers & providers 	<ul style="list-style-type: none"> • Post 18 Apprenticeships assembly – local training provider • Careers presentations from a range of employers & providers 	Confirmation of Post 18 education and training destinations for all pupils

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Department.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk